

UNITED STATES GOVERNMENT

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CTP

Memorandum

TO : Director of Training

DATE: 26 March 1971

FROM : Chief, Career Training Program

SUBJECT: Weekly Activities Report

1. With approximately six weeks remaining in the recruiting period for the July 1971 class, the Program is experiencing some difficulty selecting suitable external candidates. While the number of files received to select from has increased by more than 50% over those received a year ago, candidate declinations, unexpected clearance disqualifications and the limited number of highly qualified applicants cause the Program Staff to expect a smaller than desired July class. Although difficult to forecast with accuracy, it is possible that the July class could be composed only of from 15 to 20 Trainees. Hopefully, any shortage in July can be compensated for in the January 1972 class, just as was done this fiscal year, to reach the annual fiscal year quota of 50. The CTP Staff and the Office of Personnel are working together closely to expedite early consideration of all qualified candidates for the July class.

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2. Our weekly report of two weeks ago contained an item about the birth of Career Trainee [REDACTED] and his wife's first child and the arrangements made with the Operations School to enroll [REDACTED] in the Headquarters OFC, [REDACTED] Program

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[REDACTED] this week received a very thoughtful letter from [REDACTED] expressing her personal appreciation for the consideration and extra efforts expended by the Office of Training in their behalf.

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3. Program Officers [REDACTED] during the week for routine consultations with Career Trainees in the OFC.

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